**Town of Sodus**

**Accepting Applications for:**

**Secretary to the Building Inspector - Code Enforcement Office**

The Town of Sodus is accepting applications for a secretary to the Building Inspector/Code Enforcement Office. This is a part-time, non-benefitted position starting at $11.11 per hour, 15 hours per week with possible flexibility in schedule as necessary. Requirements to apply include: basic computer skills, good organizational skills and respectable public relation skills. Experience in the building trades is a plus.

Applications are available in the Town Supervisor’s Office or Town Clerk’s Office and will be accepted until September 20, 2019.

Steven LeRoy, Supervisor